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DD/S
57-3142

OCT 3 1957

MEMORANDUM FOR: General Counsel
Comptroller
Director of Communications
Director of Logistics
Director of Personnel
Director of Securit
Director of Training
Chief, Audit Staff
Chief, Commercial Staff
Chief, Management Staff
Chief, Medical Staff
Special Support Assistant to the DD/S
Special Planning Assistant to the DD/S

25X1A

SUBJECT : Coordination of Business Contacts [redacted]

25X1A

[redacted]

At the 25 September Staff Meeting I stressed the importance of adhering to the policy of touching base with the local Contact Office before calling upon business firms and non-Government organizations. It is requested that Office Heads and Staff Chiefs call this matter to the attention of all personnel who may have occasion to make such contacts. For your information and guidance there is attached a copy of the Contact Division Field Directory which lists Contact Offices and Agency personnel in charge.

Signed

L. K. WHITE
Deputy Director
(Support)

Attachment
Contact Division
Field Directory

EA-DD/S:CEB:dlc (2 Oct 57)
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